



**California Board of Accountancy**  
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**DEPARTMENT OF CONSUMER AFFAIRS  
 CALIFORNIA BOARD OF ACCOUNTANCY**

**MINUTES OF THE  
 March 25-26, 2021  
 CALIFORNIA BOARD OF ACCOUNTANCY  
 TELECONFERENCE MEETING**

Call to Order, Roll Call, Establishment of Quorum, and Opening Remarks.

California Board of Accountancy (CBA) President Nancy J. Corrigan, CPA, called the meeting to order at 10:04 a.m. on Thursday, March 25, 2021. The CBA held the meeting via teleconference, consistent with the provisions of Governor Newsom's Executive Order N-29-20 dated March 17, 2020. The CBA recessed at 12:43 p.m. The CBA reconvened at 1:39 p.m. until 4:38 p.m. The CBA convened into closed session from 4:48 p.m. until 5:38 p.m. The CBA reconvened into open session on Friday, March 26, 2021 at 10:03 a.m. until 11:14 a.m. The meeting reconvened into closed session at 11:25 a.m. until 12:20 p.m. President Corrigan adjourned the meeting at 12:21 p.m.

President Corrigan read the following into the record:

"The CBA's mission is to protect consumers by ensuring only qualified licensees practice public accountancy in accordance with established professional standards. This mission is derived from the statutory requirement that protection of the public shall be the highest priority for the California Board of Accountancy in exercising its licensing, regulatory, and disciplinary functions. Whenever the protection of the public is inconsistent with other interests sought to be promoted, the protection of the public shall be paramount."

CBA Members

Nancy J. Corrigan, CPA, President  
 Michael M. Savoy, CPA, Vice-President  
 Mark J. Silverman, Esq., Secretary/Treasurer  
 George Famalett, CPA  
 Mary M. Geong, CPA  
 Karriann Farrell Hinds, Esq.

Dan Jacobson, Esq.  
 Xochitl A. León  
 Luz Molina Lopez

March 25, 2021

10:04 a.m. to 5:38 p.m.  
 10:04 a.m. to 5:38 p.m.  
 11:10 a.m. to 5:13 p.m.  
 Absent  
 Absent  
 10:04 a.m. to 11:30 a.m.  
 1:30 p.m. to 5:38 p.m.  
 10:04 a.m. to 5:38 p.m.  
 10:04 a.m. to 5:38 p.m.  
 10:04 a.m. to 5:38 p.m.

CBA Members

Zuhdia "Dee Dee" Owens, CPA  
Ariel Pe  
Deidre Robinson  
Katrina L. Salazar, CPA  
Yen Tu

March 25, 2021

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Absent  
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10:03 a.m. to 12:21 p.m.  
10:03 a.m. to 11:51 a.m.  
10:03 a.m. to 12:21 p.m.  
10:03 a.m. to 12:21 p.m.  
10:03 a.m. to 12:21 p.m.  
Absent  
10:03 a.m. to 12:21 p.m.  
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Staff and Legal Counsel

Patti Bowers, Executive Officer  
Deanne Pearce, Assistant Executive Officer  
Melissa Alcalde, Section Chief, Business Integration and Project Management Office,  
Department of Consumer Affairs (DCA)  
Rich Andres, Information Technology (IT) Staff  
Michelle Center, Chief, Licensing Division  
Victoria Cesar, Office of Public Affairs, DCA  
Elizabeth Coronel, Strategic Business Analyst, DCA  
Theodore Dracar, Deputy Attorney General (DAG), Department of Justice (DOJ)  
Emmanuel Estacio, IT Support Analyst  
Dominic Franzella, Chief, Enforcement Division  
Helen Geoffroy, Legal Counsel, DCA  
Patrick Ibarra, Information and Planning Officer  
Amir Larian, Website Analyst  
Heidi Lincer, Chief, Office of Professional Examination Services (OPES), DCA  
Tracy Montez, Chief, Division of Programs and Policy Review, DCA  
Sean O'Connor, Chief, Project Delivery and Administrative Services, DCA  
Danielle Owens, Trainer, DCA  
Ryan Perez, Board and Bureau Relations, DCA  
Rebecca Reed, Board Relations Analyst

Committee Chairs and Members

Douglas Aguilera, CPA, Chair, Enforcement Advisory Committee (EAC)

Kathy Johnson, CPA, Vice-Chair, EAC  
Renee Graves, CPA, Chair, Peer Review Oversight Committee (PROC)

Other Participants

Wen Chen, Petitioner  
Colleen Conrad, Vice-President and Chief Operating Officer, National Association of State Boards of Accountancy (NASBA)  
Patricia D  
Jason Fox, Vice President of Government Relations, California Society of CPAs (CalCPA)  
Kimberly Johnson  
Pat Joyce, KP Public Affairs  
Hamid Kabani, Petitioner  
Stephanie Perkins, Esq.  
Wim van Rooyen, Administrative Law Judge, Office of Administrative Hearings  
Ryan Sanjeet, Diamond Court Reporters  
Amber Setter  
Seth Weinstein, Esq.

I. Public Comments for Items Not on the Agenda.

Public comment was received from Amber Setter, inactive certified public accountant, requesting the CBA to consider continuing education (CE) related to personal growth courses be an acceptable form of CE.

II. Report of the President.

A. Discussion Regarding the California Board of Accountancy's Business Modernization Project.

Sean O'Connor, DCA's Chief of Project Delivery and Administrative Services, stated the CBA is one of 17 programs currently going through the business modernization process to improve their services.

Mr. O'Connor stated depending upon the requirements or process of the program, the scope of the modernization efforts are different. He stated each program goes through planning steps first, including business process mapping and functional requirements identification, which the CBA has already completed. The next step is starting the California Department of Technology's (CDT) Project Approval Lifecycle (PAL). He stated PAL is a process that all medium to large projects go through, which is a set of predetermined check points that the CDT looks at in order to access whether it seems like a project has everything in order before final contracts are put into place and a base-line for costs and project schedule is established.

Mr. O'Connor stated the CBA is currently completing market research to move forward with a direction on software and system integrators that can be supported by the CBA's budget.

Mr. O'Connor stated by design, this is a business driven initiative. He stated the Organizational Improvement Office wants to make sure it is scaling and providing the types of solutions that makes sense for the CBA from both a requirements and regulation standpoint as well as a staffing and feasibility standpoint. He stated on the information technology side, we have no interest in moving forward in a direction that is not going to be something that the CBA can afford or support on a staffing or feasibility side.

Mr. O'Connor stated DCA has had success with this approach with business modernization projects. He stated an example of a larger scope modernization project would be the Business Modernization Cohort 1's implementation of on-line applications, back office workflows, and enforcement functionality for these boards. He stated they have also been successful with smaller scope modernization efforts, including online renewal transactions that leverage "in house" solutions that don't require significant implementation or software solutions.

Mr. O'Connor stated the CBA is now working on stage two of the modernization project. He stated that in fall 2021 the CBA has a unique opportunity to look at a small pilot-type project where one or two key areas of the business process are used with some of DCA's existing software to see if it will meet the needs of the CBA. He stated the benefit to this is so the CBA can determine whether it can implement a pilot without needing to significantly impact the CBA's budget. He stated if the functionality works, the CBA can then look at scaling it out to other areas of the business process during the following fiscal year.

Mr. O'Connor stated one of the key changes that occurred with implementing the PAL process is that cost baselines or project schedules aren't established until all of the planning is complete and contracts are signed. He stated this is important because it establishes a real cost baseline and project schedule and is the reason why so many of the projects described have been able to come in on-schedule and within or under budget.

Mr. O'Connor stated the old way of rolling out software and implementing changes was to work on a project for three years and to implement everything all at once. He stated this caused major staff disruption and included high intensity retraining. He stated this process did not work well for DCA.

Mr. O'Connor stated this new process of rolling out software in increments allows the CBA to target specific areas of business function that can be carved out. He stated the CBA can focus on those areas and roll that out to production as opposed to waiting for three years and then doing everything at once. He stated the benefits to this is there is less disruption over time. He stated we can look at certain areas of the board from a licensing perspective, specific applications, specific units, workflows, and roll those out in a strategic

manner so we are training staff in a more manageable way. He stated the larger benefit to this is that we are able to achieve and get functionality out to production much quicker.

Mr. O'Connor stated an effective way to control vendor quality and vendor costs is through contracts that use a Work Order Authorization (WOA) process. He stated when doing a large-scale software implementation, we need to bring on a system integrator which is a group of individuals who are familiar with implementing the software that was selected. He stated that the CBA and DCA will identify a scope of work, a set of tasks of deliverables, and then break this down into chunks and create mini contracts or WOAs, within the larger contract. He stated WOAs provide a way to break up work into 30-45 day sections. He stated this allows the CBA to have the ability to pause with the vendor and let the vendor know that the tasks are not working and not to include the tasks in the next WOA. He stated this enables the project to remain on the time-frame and control costs.

Ms. Owens inquired regarding the timeline of the CBA's business modernization project.

Mr. O'Connor stated that implementation for the pilot project is scheduled for the fall of 2021. He stated the exact timeline is not yet set. He stated after the pilot is implemented, CBA and DCA will evaluate it and then determine whether to move forward with the software vendor for a large scope of the project. He stated the larger scope project would likely begin in fiscal year 2022-23.

#### B. Report on the Department of Consumer Affairs' President's Training.

President Corrigan reported she and Vice-President Savoy attended DCA's President's Training on February 2, 2021. She stated DCA developed the training to assist board presidents in understanding the scope of a President's role, board member management and administrative duties, managing relationships with the Executive Officer, and understanding how to run an effective board meeting.

President Corrigan stated DCA discussed the scope of a President's role, which included the skills that are necessary to the effectiveness of any board president.

President Corrigan indicated part of her role as President is board member management, which ensures that board members are in compliance with required trainings and are performing their duties as a member of the board.

President Corrigan stated there was also discussion regarding the importance of managing the relationship with the Executive Officer to ensure she is effective in her oversight of daily operations. She stated it is the daily

operations of the CBA that effectuate the decisions made by the CBA and implement our vision.

President Corrigan stated the final item discussed at the training was understanding how to run an effective board meeting. She stated some of the steps in conducting an effective meeting include:

- Providing sufficient time for board member deliberation
- Ensuring public comment is requested and considered
- Dealing with difficult topics and varying opinions
- Deciding when to call a vote
- Keeping the meeting running

President Corrigan stated it is important to ensure all members have uninterrupted time to share their comments, which during our WebEx meetings involves extreme organization and reliance on members to use the “hand raise” feature so they can be fully heard.

President Corrigan encouraged any CBA member serving as President or Vice-President in the future to participate in the President’s Training.

- C. Resolution for Retired California Board of Accountancy Member, Carola Ana Nicholson, CPA.

**It was moved by Ms. Salazar and seconded by Ms. Hinds to approve the resolution for Carola Ana Nicholson, CPA.**

**Yes: Ms. Corrigan, Ms. Hinds, Mr. Jacobson, Ms. León, Ms. Molina Lopez, Ms. Owens, Mr. Pe, Ms. Robinson, Ms. Salazar, Mr. Savoy, and Ms. Tu.**

**No: None.**

**Absent: Mr. Famalett, Ms. Geong, and Mr. Silverman.**

**Abstain: None.**

- D. Resolution for Retiring Qualifications Committee Member, Kristian George, CPA.
- E. Resolution for Retired Qualifications Committee Member, Charles W. Hester, Sr., CPA.
- F. Resolution for Retired Qualifications Committee Member, Cliff J. Leiker, Jr., CPA.
- G. Resolution for Retiring Enforcement Advisory Committee Member,

Thomas Gilbert, CPA.

- H. Resolution for Retiring Peer Review Oversight Committee Member, Jeffrey De Lyser, CPA.
- I. Resolution for Retired Peer Review Oversight Committee Member, Iryna Oreshkova, CPA.

**It was moved by Ms. Robinson and seconded by Ms. Tu to approve the following resolutions:**

- **Kristian George, CPA**
- **Charles W. Hester, Sr., CPA**
- **Cliff J. Leiker, Jr., CPA**
- **Thomas Gilbert, CPA**
- **Jeffrey De Lyser, CPA**
- **Iryna Oreshkova, CPA**

**Yes: Ms. Corrigan, Ms. Hinds, Mr. Jacobson, Ms. León, Ms. Molina Lopez, Ms. Owens, Mr. Pe, Ms. Robinson, Ms. Salazar, Mr. Savoy, and Ms. Tu.**

**No: None.**

**Absent: Mr. Famalett, Ms. Geong, and Mr. Silverman.**

**Abstain: None.**

- J. Discussion Regarding the Proposed California Board of Accountancy and Committee Meeting Format and Announcement of the New Committee and Liaison Assignments.

President Corrigan stated due to provisions of Governor Gavin Newsom's Executive Order N-29-20 as a result of the COVID-19 pandemic, travel restrictions and social distancing requirements necessitated CBA meetings be conducted by way of video conference. She stated as a result of the change, there have been no committee meetings and all committee business has been conducted under the President's report as part of the CBA meeting agenda. She stated now that the CBA, stakeholders, and members of the public have become acclimated to the virtual meeting format, it is important to resume the standing committee meetings.

President Corrigan stated beginning in May 2021, the standing committees will resume meetings in conjunction with the CBA meeting. She stated the committee and CBA meetings will be conducted over a two-day format, with committee meetings held on Thursdays, followed by any scheduled petition hearings at 1:30 p.m., and closed session being conducted just after the

hearings. She stated the CBA public meeting portion will be conducted on Fridays starting in the morning.

President Corrigan stated the change in the meeting format will allow sufficient time for consumers, members, and staff to transition between committee meetings in the video conference format. She stated this would also provide sufficient time for staff to prepare talking points for the committee Chairpersons to assist in their committee reports during the Friday CBA meeting.

President Corrigan stated no appointments are being made to the Mobility Stakeholder Group (MSG). She stated the MSG's purpose was to assist the CBA with the implementation of its mobility program, which has concluded. She stated additional work, if any, can be conducted within one of the standing committees or at a future CBA meeting. She stated staff will be providing a presentation on a proposed statutory change to disband the MSG at a future meeting.

Ms. Molina Lopez inquired if the meeting is only a one-day meeting, when will the committee reports be provided to committee chairs.

President Corrigan stated starting in May, the CBA meetings will be two-day meetings.

Ms. Hinds inquired if there has been any updates on when the CBA will be able to resume in-person meetings.

Ms. Bowers stated there have been no indication when in-person meetings will resume.

K. National Association of State Boards of Accountancy Committee Interest Form.

President Corrigan stated members interested in serving on a NASBA committee should submit an application by the deadline of May 7, 2021.

L. Discussion and Possible Action on the Acceptance of Scores from the Pilot Administration of the Uniform Certified Public Accountant Examination by Remote Proctor.

Ms. Center provided an overview of this agenda item.

Ms. Center stated from March 18 through April 30, 2020 Prometric testing centers shut down due to COVID-19 and reopened in May 2020 with additional safety measures and limited capacity. She stated the COVID-19 pandemic experience has identified the need for an alternate approach to ensure testing continues in times of emergency. She stated NASBA and the



American Institute of Certified Public Accountants (AICPA) agreed that it is prudent to perform a small-scale live test of the Uniform CPA Examination (CPA Exam) remote proctoring before it may be needed for emergency use.

Ms. Center stated at the January 2021 CBA meeting, NASBA presented on Prometric's ProProctor product and the phased pilot approach it is undertaking.

Ms. Center stated NASBA, AICPA, and Prometric released a White Paper titled *Proposed Pilot of Remote Proctoring of the CPA Examination: Update and FAQs for Boards of Accountancy*. She stated the remote proctor pilot is being structured to test a true remote proctored production environment that will test software, systems, interfaces, and processes while also reducing risk by restricting the exam content, candidates, and testing window.

Ms. Center stated the piloting with actual CPA candidates is anticipated to begin in the second quarter of 2021 and is a vital aspect of the approach to test and analyze the feasibility of the implementation of ProProctor in support of remote proctoring. She stated the remote proctor pilot will include a small number of volunteer candidates from selected boards of accountancy. She stated candidates will not be required to participate in the remote proctor pilot.

Ms. Center stated while the remote proctor pilot will not include California candidates, it is possible that candidates from other states who do participate may seek licensure in California. She stated these candidates would be required to transfer their CPA Exam scores to California as a requirement of the CPA licensure application process.

Ms. Center stated NASBA sent a letter to all boards requesting them to determine if they have authority to not accept scores from the remote proctor pilot. She stated after review of California statutes, CBA legal counsel did not find any statute that would provide the CBA authority to not accept scores determined by AICPA to be valid.

**It was moved by Ms. Robinson and seconded by Mr. Pe to submit a letter to NASBA informing them that California will accept valid scores from candidates participating in the remote proctor pilot for licensure in California.**

**Yes: Ms. Corrigan, Ms. Hinds, Mr. Jacobson, Ms. León, Ms. Molina Lopez, Ms. Owens, Mr. Pe, Ms. Robinson, Ms. Salazar, Mr. Savoy, and Ms. Tu.**

**No: None.**

**Absent: Mr. Famalett, Ms. Geong, and Mr. Silverman.**

**Abstain: None.**

**M. Review and Consideration of Possible Positions on Legislation.**

**1. Assembly Bill 29 – State Bodies: Meetings.**

Mr. Ibarra stated Assembly Bill (AB) 29 would require that any public meeting notice issued pursuant to the Bagley-Keene Open Meeting Act must also include all writings or materials in connection with a matter subject to discussion or consideration at that meeting. He stated these writings or materials are to be made available on the state body's internet website, and to any person who requests the writings or materials in writing, on the same day they are distributed to members of the state body or at least 72 hours in advance of the meeting, whichever is earlier.

Mr. Ibarra stated AB 29 would prohibit a state body from distributing or discussing materials that do not comply with this requirement. He stated although it is possible the provisions could impact CBA discussions, the ultimate goal is transparency, which is the focus of the Open Meeting Act.

Ms. Hinds inquired if the author's office is accepting any comments on AB 29 or have staff considered submitting any comments. She stated it seems like there should be some kind of exception or a way to allow meeting materials to be distributed and discussed but maybe not acted upon. She stated while the CBA continues to operate under the pandemic and current circumstances there should be a way for state bodies to have last minute items up for discussion.

Ms. Pearce stated the reason staff were focusing on a Watch position on AB 29 is because the CBA is not being precluded from taking action on anything. She stated it is being precluded from providing any more written materials past the 72-hour timeframe. She stated staff can provide information to the CBA within a verbal update. She stated one of the things it would impact the most is legislation. She stated staff receive frequent updates regarding legislation and often just before a meeting.

Ms. Hinds requested further discussions regarding AB 29. She stated it puts the CBA at a disadvantage to properly review and consider information that staff receive within that 72-hour time-frame, especially as it pertains to legislative items.

Ms. Pearce inquired if Ms. Hinds wanted the CBA to pursue some sort of exemption from the 72-hour requirement for legislative type meeting items.

Ms. Hinds stated that is one of the exemptions she would like staff to pursue with the author's office.

Ms. Molina Lopez stated her concerns are AB 29 would slow down board business and the CBA would not be able to conduct business in an efficient manner.

Ms. Molina Lopez inquired on how AB 29 would affect the receipt of meeting materials for closed session.

Ms. Pearce stated AB 29 would not impact closed session materials.

Mr. Jacobson stated transparency is very important, however, AB 29 seems to require staff to be so involved with transparency that staff may not be able to complete other work. He stated he might support AB 29 if the materials were just required to be posted to the website.

Ms. Salazar stated that she understands a verbal report on additional items would impact the brevity of a meeting. She requested in conjunction with the verbal report, members be provided written report. She stated some learners are visual, verbal and some may need to take time with translations. She stated presenting information with full transparency might be a way to compromise by allowing multiple modes.

**It was moved by Ms. Hinds and seconded by Ms. Salazar to adopt a Watch position on AB 29 with the request that staff report back to the CBA after discussions with the author's office.**

**Yes: Ms. Corrigan, Ms. Hinds, Ms. León, Ms. Molina Lopez, Ms. Owens, Mr. Pe, Ms. Robinson, Ms. Salazar, Mr. Savoy, Mr. Silverman, and Ms. Tu.**

**No: Mr. Jacobson.**

**Absent: Mr. Famalett and Ms. Geong.**

**Abstain: None.**

**2. Assembly Bill 107 – Licensure: Veterans and Military Spouses.**

Mr. Ibarra stated AB 107 would expand the existing provisions for the granting of temporary licenses to include the California Board of Accountancy, as well as seven other Department of Consumer Affairs boards, and requires the issuance of that license within 30 days.

Mr. Ibarra stated for boards which currently do not offer temporary licensure, this bill would require them to issue a regular license after appropriate investigation, if the applicant meets specified requirements.

Mr. Ibarra stated the provisions requiring the issuance of a temporary license would not apply to a board that has a process in place by which an out-of-state licensed applicant in good standing who meets the veteran or military spouse criteria identified in the bill and is able to receive expedited, temporary authorization to practice while meeting state-specific requirements for a period of at least one year.

Mr. Ibarra stated AB 107 also makes other provisions for the Department of Consumer Affairs and the Department of Veterans Affairs that does not directly impact the CBA.

Mr. Ibarra stated the CBA would be excluded from the provisions of the bill as there is a process in place by which an individual who meets the specified qualifications can receive expedited licensure or qualify to practice under the current mobility provisions.

Mr. Ibarra stated AB 107 has passed the Assembly Business and Professions Committee, and is now scheduled for a hearing in the Assembly Military and Veterans Affairs Committee.

Mr. Jacobson inquired how AB 107 relates to AB 225.

Ms. Pearce stated there are similarities with AB 107 and AB 225. She stated AB 107 would require the issuance of a temporary license and AB 225 would require issuance of a permanent license that can be withdrawn at a later time.

Ms. Tu inquired if there is a sunset on AB 107.

Ms. Pearce stated the CBA would be excluded from AB 107 because the CBA has a provision in place that allows for expedited licensure or for an individual to practice under mobility provisions.

Ms. Molina Lopez stated the language in AB 107 identifies a 30-day period for the issuance of these temporary licenses. She inquired if the CBA's process falls within a 30-day time-frame.

Ms. Pearce stated the CBA's expedited process for military individuals takes about 1-2 days for licensure. She stated under the mobility provision there are no fees and those practice rights are immediate.

**It was moved by Ms. Molina Lopez and seconded by Ms. Owens to adopt a Support position on AB 107.**

**Yes: Ms. Corrigan, Ms. Hinds, Ms. León, Ms. Molina Lopez, Ms. Owens, Mr. Pe, Ms. Robinson, Ms. Salazar, Mr. Savoy, and Mr. Silverman.**

**No: Mr. Jacobson.**

**Absent: Mr. Famalett and Ms. Geong.**

**Abstain: None.**

**Ms. Tu's vote was not captured due to technical issues.**

3. Assembly Bill 225 – Department of Consumer Affairs: Boards: Veterans: Military Spouses: Licenses.

Ms. Pearce stated AB 225 would require the CBA, and several other boards within DCA who do not presently offer a temporary license, to issue a license to an applicant who meets specified criteria.

Ms. Pearce stated the CBA has provisions that enable immediate practice rights and provisions that require expedited licensure for military-related individuals who seek a CPA license.

Ms. Pearce stated because of these existing provisions, staff have been working with the author's office on amendments to exclude boards and bureaus that can facilitate immediate practice rights. She stated the author's office seemed amenable to our proposed amendments and staff are awaiting for additional information.

**It was moved by Ms. Molina Lopez and seconded by Mr. Jacobson to adopt a Support if Amended position on AB 225.**

**Yes: Ms. Corrigan, Ms. Hinds, Mr. Jacobson, Ms. León, Ms. Molina Lopez, Ms. Owens, Mr. Pe, Ms. Robinson, Ms. Salazar, Mr. Savoy, Mr. Silverman, and Ms. Tu.**

**No: None.**

**Absent: Mr. Famalett and Ms. Geong.**

**Abstain: None.**

4. Assembly Bill 298 – Accountancy: California Board of Accountancy.

Ms. Pearce stated AB 298, a bill that is sponsored by the CBA, contained the following provisions:

- Authorizes an applicant to take the CPA Exam prior to completing the necessary educational requirements.

- Provides specific authority for the secretary-treasurer to preside at meetings of the CBA and authorizes the CBA President to designate a non-officer board member to preside if all officers of the board are absent or unable to act at that meeting.
- Clarifies that email addresses provided by applicants and licensees are not to be considered a public record and not disclosed under the Public Records Act.

Ms. Pearce stated working with stakeholders, staff have identified amendments to AB 298 for CBA consideration.

Ms. Pearce stated the first amendments relate to the CPA Exam before education completion proposal. She stated the proposed amendments provide more detail, including the timeframe for submission of an application for the CPA Exam and the timeframe for the submission of transcripts documenting completion of the educational requirements.

Ms. Pearce stated the second proposed amendment relates to the ethics education requirement for CPA licensure, specifically the provision that requires a minimum of three semester units or four quarter units in courses devoted to accounting ethics or accountants' professional responsibilities.

Ms. Pearce stated based on feedback from stakeholders, this requirement may be creating a barrier for out-of-state applicants to complete their education.

Ms. Pearce stated working with stakeholders, staff is proposing to include two additional course options that would meet this specific requirement which are Auditing and Fraud. She stated these additional courses still maintain a strong foundation in ethics education that applicants must meet before CPA licensure.

Ms. Pearce stated staff are also proposing to make some non-substantive edits to provisions that are outdated.

Mr. Fox stated CalCPA supports both of the changes to continuing education requirements and the changes are going to be very helpful to a lot of candidates coming through the pipeline.

Mr. Joyce stated he also supports the changes as the changes are very important to accounting firms in terms of removing barriers.

**It was moved by Ms. Robinson and seconded by Mr. Jacobson to:**

- **Maintain the CBA's Sponsor position on AB 298**

- **Approve the proposed new language for Business and Professions Code section 5093.5 regarding taking the CPA Exam prior to completion of the education requirements**
- **Approve the proposed language in Business and Professions Code section 5094.3 regarding the ethics education requirement**
- **Direct staff to work with the author's office to have both proposals amended into AB 298**

**Yes: Ms. Corrigan, Mr. Jacobson, Ms. León, Ms. Molina Lopez, Ms. Owens, Mr. Pe, Ms. Robinson, Ms. Salazar, Mr. Savoy, Mr. Silverman, and Ms. Tu.**

**No: None.**

**Absent: Mr. Famalett, Ms. Geong, and Ms. Hinds.**

**Abstain: None.**

**5. Assembly Bill 646 – Department of Consumer Affairs: Boards: Expunged Convictions.**

Mr. Ibarra stated AB 646 would require a licensing board under DCA, including the CBA, to update information on its website regarding licensees who have had their licenses revoked due to criminal convictions that are subsequently expunged, pursuant to Penal Code section 1203.4.

Mr. Ibarra stated AB 646 raises various implementation concerns that need to be addressed with the author's office. He stated potential amendments the CBA may seek to pursue include:

- Consider requesting the author amend the bill to clarify that the terms "reapplies" and "relicensed" have the same meaning as "petition" and "reinstated."
- Clarify that the actions required of a DCA board or bureau only apply in situations where all criminal convictions associated with the revocation are expunged pursuant to PC section 1203.4.
- Clarify that a revocation that includes both criminal and non-criminal violations of the law is excluded from the requirements of AB 646.
- Clarify how a board/bureau should reference the status of a license displayed through the online License Lookup search tool under these circumstances.

Mr. Ibarra stated AB 646 has passed the Assembly Business and Professions Committee, and is now scheduled for a hearing in the Assembly Appropriations Committee.

Mr. Ibarra stated as AB 646 presently exists, there could be a fiscal impact and staff are continuing to work on that analysis. He stated that there is a fee for an individual to pursue this option, which may offset some costs.

Mr. Jacobson requested additional information regarding the criminal and non-criminal issues with the potential amendments to AB 646. He inquired how a non-criminal issue would be involved if it involves expungement of criminal issues.

Mr. Franzella stated there are certain board accusations and final decisions that result in dispositions that charge not only criminal actions but also charge other violations that would be non-criminal in nature. He stated there could be final disposition with both elements. He stated AB 646 does not provide clarity when a situation like this exists.

Mr. Jacobson inquired if this bill was introduced in 2020 as a two-year bill and if so, did the CBA take a watch position.

Mr. Franzella stated staff were planning to present the bill at the March 2020 meeting which was cancelled due to COVID-19. He stated that was the end of the two-year session so the bill has been reintroduced as part of the new two-year bill cycle.

**It was moved by Mr. Jacobson and seconded by Ms. Robinson to adopt a Watch position on AB 646.**

**Yes: Ms. Corrigan, Mr. Jacobson, Ms. León, Ms. Molina Lopez, Ms. Owens, Mr. Pe, Ms. Robinson, Mr. Savoy, and Mr. Silverman.**

**No: Ms. Salazar and Ms. Tu.**

**Absent: Mr. Famalett, Ms. Geong, and Ms. Hinds.**

**Abstain: None.**

**6. Assembly Bill 1026 – Business Licenses: Veterans.**

Mr. Ibarra stated AB 1026 would require DCA and any board within DCA, to grant a 50 percent fee reduction for an initial license to applicants who provide satisfactory evidence that they have served as an active duty member of the United States Armed Forces or the California National Guard and were honorably discharged.

Ms. León inquired if the CBA currently provides any fee reductions for licensees.



Ms. Pearce stated that this would be the first piece of legislation that staff have seen that is proposing this type of fee reduction. She stated that the CBA does have a provision in place for license renewal that does allow for waiver of fees for a military individual.

Ms. León stated there are many communities that have been impacted recently by COVID-19, including people with disabilities and low to moderate income areas. She stated there are many that could use a reduction in fees so we can remove any financial barriers.

Ms. Robinson requested this bill include other communities that may be as impacted as the military. She inquired if it would be appropriate for staff to talk with the author's office regarding including additional communities within AB 1026.

Ms. Salazar requested staff not request the author's office to include additional communities within AB 1026. She stated we are in the beginning of the legislative session and additional bills could be addressing this. She stated with other legislation regarding the military often it was a specific reaction to the movement that is forced upon members of the military and not necessarily a financial issue.

**It was moved by Ms. Tu and seconded by Ms. León to adopt a Support position on AB 1026.**

**Yes: Ms. Corrigan, Mr. Jacobson, Ms. León, Ms. Molina Lopez, Ms. Owens, Mr. Pe, Ms. Robinson, Ms. Salazar, Mr. Savoy, Mr. Silverman, and Ms. Tu.**

**No: None.**

**Absent: Mr. Famalett, Ms. Geong, and Ms. Hinds.**

**Abstain: None.**

**7. Assembly Bill 1386 – License Fees: Military Partners and Spouses.**

Mr. Ibarra stated AB 1386 would prohibit a board within DCA from charging an initial or original license fee to an applicant who meets the existing expedited licensing requirements for spouses, domestic partners, or other legal partners of members of the armed forces with an assigned duty station in California.

Mr. Ibarra stated AB 1386 has been referred to the Assembly Business and Professions Committee and is awaiting a hearing date.

**It was moved by Mr. Jacobson and seconded by Ms. Owens to adopt a Support position on AB 1386.**

**Yes: Ms. Corrigan, Mr. Jacobson, Ms. León, Ms. Molina Lopez, Ms. Owens, Mr. Pe, Ms. Robinson, Ms. Salazar, Mr. Savoy, Mr. Silverman, and Ms. Tu.**

**No: None.**

**Absent: Mr. Famalett, Ms. Geong, and Ms. Hinds.**

**Abstain: None.**

**8. Senate Bill 772 – Professions and Vocations: Citations: Minor Violations.**

Mr. Ibarra stated Senate Bill (SB) 772 would prohibit any board, bureau, or commission within DCA from assessing an administrative fine for a violation of the applicable licensing act or any adopted regulation if the violation is a minor violation.

Mr. Ibarra stated the bill defines a minor violation as one in which specified conditions are met.

Mr. Ibarra stated according to SB 772, one of the conditions is a violation is minor if there is no evidence that the violation was willful. He stated the language in SB 772 does not define what willful would entail.

Mr. Ibarra stated historically, for administrative matters, the courts do not view willful as intentional; rather, the typical standard for willful is an act where a violator knew or should have known of the violation and have chosen to ignore the rule of law. He stated accordingly, by committing the violation, the act is willful. He stated this would appear to run contrary to the author's intentions.

Mr. Ibarra stated SB 772 also does not clearly define what constitutes "notice." He stated is a notice, for this purpose, the initial letter informing the licensee that there is a potential violation, or is the notice the citation itself, which is issued when a violation occurs and is accompanied by the fine assessment. He stated under existing law, there appears to be no ability to separately issue the citation and the accompanying fine.

Mr. Ibarra stated the CBA's largest number of citations are issued for failing to comply with the minimum yearly continuing education requirement. He stated since this violation is not one that can be corrected and would not meet the last condition previously mentioned in SB 772, if this measure were to pass, there would likely be a minimal fiscal impact to

the CBA, which staff are presently working on and will be presented at the May CBA meeting.

**It was moved by Ms. Molina Lopez and seconded by Ms. Robinson to adopt a Watch position on SB 772 and directed staff to send a letter to the author identifying concerns regarding the lack of a definition for the term “notice” and “willful.”**

**Yes: Ms. Corrigan, Mr. Jacobson, Ms. León, Ms. Molina Lopez, Ms. Owens, Mr. Pe, Ms. Robinson, Ms. Salazar, Mr. Savoy, Mr. Silverman, and Ms. Tu.**

**No: None.**

**Absent: Mr. Famalett, Ms. Geong, and Ms. Hinds.**

**Abstain: None.**

9. Assembly Bill 339 – State and Local Government: Open Meetings.

Ms. Pearce stated AB 339 would make changes to the three primary Open Meeting Acts in California, which apply to state agencies, local governmental entities and the Legislature. She stated the CPA operates under the Bagley-Keene Open Meeting Act.

Ms. Pearce stated in addition to the existing provisions of the Bagley-Keene Open Meetings Act, AB 339:

- Revises the definition of a “meeting” of a state body under the Bagley-Keene Act to include a virtual congregation of a majority of members of a state body using teleconference technology.
- Requires that all meetings include an opportunity for all persons to attend via a call-in option or an internet-based service option that provides closed captioning services. Both a call-in and an internet-based service option shall be provided to the public.
- Requires that at least one member of the state body shall be physically present at the location specified in the notice of the meeting to ensure that members of the public are able to give public comment in person. This location must be publicly accessible and able to accommodate a reasonable amount of people, given the circumstances.
- Requires that instructions on how to attend the meeting of the state body via call-in or internet-based service will be posted online along with the meeting agenda at least 72 hours before all regular meetings and at least 24 hours before all special meetings.
- Requires that, consistent with the Dymally-Alatorre Bilingual Services Act, the posted meeting instructions shall be translated

into all languages of which 5 percent of the population of the state body's jurisdiction speaks.

Ms. Pearce stated as proposed, there may be some minor impacts to the CBA, however, all are focused on increased transparency and public participation.

Ms. Pearce stated the author's office has informed DCA that this bill may undergo amendments, which may remove impacts to state agencies. She stated if AB 339 is not amended, staff will provide further analysis for consideration at the May CBA meeting.

Ms. Pearce stated staff recommend the CBA monitor AB 339 and not take a formal position. She stated staff will continue to monitor AB 339 for amendments that may exclude state entities.

Ms. Molina Lopez inquired on how monitoring a bill is different from a Watch position.

Ms. Pearce stated that staff monitoring the bill is internal and taking a Watch position is on the record.

Ms. Salazar stated the CBA should weigh in on critical items in the bill. She stated she would support staff monitoring the AB 339.

There was no position taken on AB 339 and staff will monitor AB 339 for amendments.

N. Review and Consideration of Possible Positions on Legislation the California Board of Accountancy is Monitoring.

1. Assembly Bill 2 – Regulations: Legislative Review: Regulatory Reform.
2. Assembly Bill 54 – COVID-19 Emergency Order Violation: License Revocation.
3. Assembly Bill 69 – State of Emergency: Termination After 60 Days: Extension by the Legislature.
4. Assembly Bill 343 – California Public Records Act Ombudsperson.
5. Assembly Bill 473 – California Public Records Act.
6. Assembly Bill 587 – Consumers.
7. Assembly Bill 703 – Open Meetings: Local Agencies: Teleconferences.

8. Assembly Bill 770 – Business.
9. Assembly Bill 821 – Local Government: Open Meetings.
10. Assembly Bill 830 – Department of Consumer Affairs: Director: Powers and Duties.
11. Assembly Bill 884 – State Agencies: Audits.
12. Assembly Bill 1291 – State Bodies: Open Meetings.
13. Senate Bill 102 – COVID-19 Emergency Order Violation: License Revocation.
14. Senate Bill 209 – State of Emergency: Termination After 7 Days. Extension by the Legislature.
15. Senate Bill 534 – Department of Consumer Affairs.
16. Senate Bill 600 – Administrative Procedure Act.

Mr. Ibarra stated CBA Item II.N.1-16. are bills that staff are monitoring and will bring to the CBA for consideration if any develop into a proposal that is relevant to the CBA.

- O. Legislative Items for Future Meetings. The California Board of Accountancy may discuss other items of legislation in sufficient detail to determine whether such items should be on a future Legislative Committee agenda and/or whether to hold a special meeting of the Legislative Committee to discuss such items pursuant to Government Code section 11125.4.

There was no report on this agenda item.

- P. Department of Consumer Affairs Director's Report on Departmental Activities.

Mr. Perez reported COVID-19 has effected every aspect of our work. He stated DCA offices remain open with preventative measures in place to safeguard the health and safety of staff and visitors. He stated DCA boards and bureaus maximizing telework to help reduce the transmission risk to all employees.

Mr. Perez stated on January 12, 2021 Monica Vargas was appointed as DCA's Deputy Director of Communications and on February 2, 2021 Sara Murillo was appointed as DCA's Deputy Director of Administrative Services.

Mr. Perez stated one of the top priorities of Board and Bureau Relations (BBR) is appointments. He stated the CBA currently has one vacancy which

was previously held by Carola Nicholson, CPA. He stated CBA member Dan Jacobson is currently serving his grace period, which will end on January 1, 2022, unless Mr. Jacobson is reappointed. He stated information for anybody interested in serving on a board can be found on DCA's website under board member resources.

Mr. Perez stated 2021 is a mandatory Sexual Harassment Prevention training year. He stated all DCA board members and employees are required to take the training this year. He stated the Form 700 filings are due by April 1, 2021.

Mr. Perez stated BBR recently held a Brown Bag training on the topic of stakeholder engagement for board leadership. He stated the purpose of the training was to discuss the most effective ways to include all members' voices while maintaining appropriate boundaries and keeping focus on consumer protection. He stated the DCA Executive Office, Legal, Legal Affairs Division, and Communications Division joined in the discussion of transparency, perceptions, and the legal requirements for interacting with industry associations, advocates, licensees, and the public.

Mr. Perez stated the DCA Executive Office also recently hosted a meeting for board leadership. He stated Director Kimberly Kirchmeyer and Deputy Director Christine Lally provided updates on a variety of topics, including licensing compacts, COVID-19 related issues, and reappointment guidance. He stated the department has received positive feedback relating to these sessions and there will be more to come.

Mr. Perez reported on two new initiatives launched by DCA. He stated the first is the Executive Officer Cabinet. He stated this group of board and bureau executives will maintain regular communication, provide feedback and information to DCA, and assist with special projects that will impact all boards and bureaus. He stated the second initiative is the Enlighten Licensing Project. He stated this group is being formed to utilize licensing subject matter experts within the entire department. He stated the group will help individual boards and bureaus streamline and make their licensing process more effective and efficient by utilizing best practices, information technology, and other cost-saving measures.

Mr. Jacobson inquired on his grace period end date. He stated he was appointed on September 1, 2017 by the Speaker of the Assembly. He inquired if his full term would end on September 1, 2021, not including his grace period.

Mr. Perez stated his records do show that Mr. Jacobson was appointed on September 1, 2017 with an expiration of January 1, 2021. Staff will check Mr. Jacobson's term expiration date and grace period.

President Corrigan stated she, along with Vice-President Savoy, attended the Brown Bag training that was held on March 19, 2021. She stated the topic of the session was consumer protection. She stated DCA plans to continue having brown bag sessions. She stated the sessions are very valuable.

President Corrigan stated she and Vice-President Savoy also attended a meeting on March 23, 2021. She stated they received updates on what was happening within DCA. She stated CBA Licensing Chief, Michelle Center will be representing the CBA for the Enlightening Licensing Project.

Vice-President Savoy stated the meetings were very enlightening and it was good to hear from other members within DCA.

III. Report of the Vice-President.

A. Recommendations for Appointment(s)/Reappointment(s) to the Enforcement Advisory Committee.

**It was moved by Mr. Savoy and seconded by Mr. Jacobson to:**

- **Reappoint Doug Aguilera, CPA**
- **Reappoint David L. Kral, CPA**
- **Reappoint Chris V. Tegtmeyer, CPA**
- **Appoint Nathan Cowley, CPA**
- **Appoint Jennifer E. Ziegler, CPA**

**Yes: Ms. Corrigan, Mr. Jacobson, Ms. León, Ms. Molina Lopez, Ms. Owens, Mr. Pe, Ms. Robinson, Ms. Salazar, Mr. Savoy, Mr. Silverman, and Ms. Tu.**

**No: None.**

**Absent: Mr. Famalett, Ms. Geong, and Ms. Hinds.**

**Abstain: None.**

B. Recommendations or Appointment(s)/Reappointment(s) to the Qualifications Committee.

**It was moved by Mr. Savoy and seconded by Ms. Tu to reappoint Angela Honzik, CPA and José Palma, CPA.**

**Yes: Ms. Corrigan, Mr. Jacobson, Ms. León, Ms. Molina Lopez, Ms. Owens, Mr. Pe, Ms. Robinson, Ms. Salazar, Mr. Savoy, Mr. Silverman, and Ms. Tu.**

**No: None.**

**Absent: Mr. Famalett, Ms. Geong, and Ms. Hinds.**

**Abstain: None.**

- C. Recommendations for Appointment(s)/Reappointment(s) to the Peer Review Oversight Committee.

**It was moved by Mr. Savoy and seconded by Ms. Salazar to reappoint Sharon Selleck, CPA and Kevin Harper, CPA.**

**Yes: Ms. Corrigan, Mr. Jacobson, Ms. León, Ms. Molina Lopez, Ms. Owens, Mr. Pe, Ms. Robinson, Ms. Salazar, Mr. Savoy, Mr. Silverman, and Ms. Tu.**

**No: None.**

**Absent: Mr. Famalett, Ms. Geong, and Ms. Hinds.**

**Abstain: None.**

- D. Update on Activities for Committee Recruitment.

Mr. Savoy stated staff have been actively recruiting to fill several vacancies on the advisory committees; however, the CBA has received very little interest. He stated currently the EAC, PROC, and QC have one or more vacancies within each committee.

Mr. Savoy stated current recruitment efforts include:

- Maintaining a permanent page on the CBA's website that focuses on volunteering and serving on a CBA advisory committee and enhancing the visibility of the committee information on the homepage.
- Providing committee interest information in the *UPDATE* publication and the Monthly Report of the Executive Officer.
- CalCPA sharing the information with their membership.
- Direct emails to current and recently retired committee members seeking assistance with committee recruitment.

Mr. Savoy stated for future recruitment efforts, staff are working on the following:

- Creating a video regarding serving on an advisory committee
- Creating a brochure for distribution at meetings and events
- An email campaign
- Social Media
- Including information on the insert with the CPA renewal applications



Mr. Savoy stated although staff are increasing recruitment efforts, any assistance that CBA members can provide by sharing information with colleagues on this opportunity would be welcomed.

Ms. Tu stated trying to recruit during tax season may be difficult as it is a busy time for CPAs. She requested staff send an email out with information regarding the committee information and time constraints.

Ms. Robinson inquired if there was a specific staff member that is responsible for committee recruitment. She stated usually when there is such difficulty when doing recruitment, there needs to be one person that may be leading the process.

Ms. Bowers stated she is the primary contact for those interested in serving on a committee. She stated she has a team of staff that assist with the recruitment.

Ms. Robinson inquired on what type of information has been received from the recruitment effort. She inquired if staff are expanding recruitment efforts to be included in outreach events. She inquired on how she could assist with recruitment.

Ms. Bowers stated interest has been minimal. She stated staff have started to include recruitment efforts during outreach events. She stated she welcomes any suggestions from members regarding recruitment.

Ms. Salazar suggested a long view effort for recruitment. She stated the members volunteer their time to participate on the committees. She inquired if there could be more recognition for these members or if members can be highlighted within the *UPDATE* publication. She stated this would help others be aware of the opportunity to serve on a committee.

Mr. Savoy requested committee members speak at the next few CBA meetings regarding their service on a committee.

Mr. Pe suggested the CBA go a little bit granular with committee recruitment. He suggested the CBA utilize an app in which licensees could submit their committee interest.

Ms. Tu inquired if staff reach out to any of the large CPA firms for committee recruitment.

Ms. Bowers stated staff do reach out to firms and there are committee members and past board members that staff have worked with to reach out to their colleges within the large firms.

Mr. Fox stated CalCPA is committed to assisting the CBA with committee recruitment.

#### IV. Report of the Secretary/Treasurer.

##### A. Discussion of the Fiscal Year 2020-21 Mid-Year Financial Statement.

Mr. Silverman reported the CBA budget authority for the current fiscal year is now set at \$16,323,000. He stated the budget reflects adjustments made for the 9.23 percent reduction in staff compensation and the accompanying reduction in pro rata expenses.

Mr. Silverman stated actual expenditures and encumbrances as of December 31, 2020 were nearly \$8.1 million and represent about 49.4 percent of the CBA budget. He stated based on these figures, the CBA is currently projected to end fiscal year 2020-21 with a budget surplus of 7.88 percent. He stated enforcement expenditures through December 31, 2020 totaled \$390,134.

Mr. Silverman stated revenue through fiscal month six totaled approximately \$9.1 million, which is an increase of almost 64 percent over revenues for the same period in the previous fiscal year. He stated the increase was due to the license renewal and initial licensing fee increases that became effective January 1, 2020. He stated revenue projections through the end of fiscal year 2020-21 are over \$17.7 million.

Mr. Silverman stated the projections reflect that the CBA will end the current fiscal year with 8.2 months in reserve. He stated the projection for future fiscal years indicates increased revenue due to the license renewal and initial licensure fee increase to \$250 that was implemented January 1, 2020.

Mr. Silverman stated all state agencies will assume a permanent 5 percent reduction to their operating budget beginning in fiscal year 2021-22. He stated following the January CBA meeting, DCA informed the CBA that its 5 percent reduction target was modified from \$190,000 to \$53,000. He stated the reduction plan is currently undergoing review by the Department of Finance.

Mr. Silverman reported work is resuming on the Fee Analysis that is being conducted by Crowe, LLP. He stated this analysis of CBA business processes is necessary in order to insure that the CBA's fees are appropriately structured. He stated an initial meeting was held in early March 2021 and progress updates will be presented to the board and the results of the analysis are expected to be presented at the November CBA meeting.

#### V. Petition Hearings.

##### A. Wen Chen, CPA 137781 – Petition for Reinstatement of Surrendered Certificate.

The CBA heard Wen Chen's petition for reinstatement of surrendered certificate.

- B. Hamid Kabani, CPA 58074/Kabani & Company, Inc., COR 4710 – Petition for Reinstatement of Surrendered Certificates.

The CBA heard Hamid Kabani's petition for reinstatement of surrendered certificates.

- VI. Closed Session: Pursuant to Government Code Section 11126(c)(3), the California Board of Accountancy will Convene into Closed Session to Deliberate on the Above Petitions.

- VII. Report of the Executive Officer.

- A. Discussion and Possible Action Regarding the California Board of Accountancy 2021 Communications and Outreach Plan (2021 Plan).

Mr. Ibarra stated the goal of the Communications and Outreach Plan is to provide a framework that discusses the CBA's strategic communication goals and how it intends to increase the volume and effectiveness of its activities in pursuit of those goals.

Mr. Ibarra stated while many priorities set out in the California Board of Accountancy 2020 Communications and Outreach Plan were accomplished last year, not all that were identified were achieved. He stated of those that are still outstanding, most have been included as a priority for 2021.

Mr. Ibarra stated many aspects of the 2021 Plan are consistent with the CBA-approved 2020 Plan, including target audiences, messaging goals, and priorities. He stated the 2021 Plan also discusses the role of partnerships and communication assets enlisted by the CBA to reach target audiences, including the UPDATE newsletter, the CBA website, social media, and both virtual and possibly in-person outreach events in 2021.

Mr. Ibarra stated staff identified new priorities for consideration in the 2021 Plan, including developing new partnerships with educational institutions and consumer protection organizations; an increased number of outreach events this year, including one hosted by the CBA; video and audio-based opportunities, such as a video series and podcast; enhanced social media engagement and website updates; and increased military support and assistance to refugees, asylees, and special immigrant visa holders.

Mr. Ibarra stated staff are on track to publish three *UPDATE* newsletters. He stated the redesigned look, which was a priority task from 2020, has been well received and provides more interactive links. He stated to further enhance the readability, staff will continue exploring online publishing options this year.

Mr. Ibarra stated outreach events continue to be an ongoing priority in 2021, as many are already planned for spring and beyond. He stated the CBA participated in five outreach events in 2020, with a mixture of in-person and virtual events due to COVID-19 adjustments. He stated there have already been two outreach event in 2021 and three more scheduled through May. He stated staff also plan to explore the CBA hosting its own statewide virtual event this year.

Mr. Ibarra stated the CBA will resume its effort to accomplish a video series in collaboration with CalCPA that would explain to applicants and consumers the examination, education and experience requirements for licensure. He stated this was originally planned for 2020, but ultimately rescheduled production of that series for 2021.

Mr. Ibarra stated staff will continue to pursue enhancements to the CBA's website to provide new resources and clear information for our web visitors. He stated staff will continue work on the consumer pages and will also add information and resources to the website on how to help prevent elder financial abuse, as well as provide quick access to information about expedited licensing opportunities through the CBA's Military and Refugee Liaison.

Mr. Ibarra stated the CBA's social media channels continue to increase in followers on channels like Facebook, Twitter, LinkedIn, and YouTube. He stated the CBA will continue to use these channels to increase its messaging reach about CBA meetings, licensing requirements, and other items of interest to stakeholders.

Mr. Ibarra stated information regarding application processing times was added to the CBA's website as a weekly update in 2020 and that will continue, to provide transparency regarding application processing timeframes. He stated staff are also finding new ways to use social media channels, such as promoting open positions with Investigative CPA and committee member recruitment messaging.

Ms. Salazar stated that the CBA may wish to comment on the multilingual outreach options on the CBA website. She stated it does compliment the Communications and Outreach Plan by adding more information regarding multilingual resources.

**It was moved by Mr. Silverman and seconded by Ms. Hinds to approve the 2021 Communications and Outreach Plan.**

**Yes: Ms. Corrigan, Ms. Hinds, Mr. Jacobson, Ms. León, Ms. Molina Lopez, Ms. Owens, Mr. Pe, Ms. Salazar, Mr. Savoy, Mr. Silverman, and Ms. Tu.**

**No: None.**

**Absent: Mr. Famalett, Ms. Geong, and Ms. Robinson.**

**Abstain: None.**

**B. Update on the California Board of Accountancy's Communications and Outreach.**

Mr. Ibarra reported the CBA participated in two virtual outreach events in the first two months of the year, with three more on the calendar in the next two months.

Mr. Ibarra stated on January 25, 2021 the CBA teamed up with Golden Gate University (GGU) for an event titled "CPA – Game Changer!" He stated President Corrigan spoke about the role of the CBA and value of the CPA title, and CBA Managers Suzanne Gracia and Ramona Bermudez explained the qualifications and application process for the CPA Exam and licensure. He stated GGU staff was highly appreciative and said the event was valuable to their students.

Mr. Ibarra stated CalCPA invited the CBA to speak at an event with San Francisco State University on February 11 titled, "Pathways to Success in Accounting." He stated President Corrigan again represented the CBA along with Ms. Gracia and Ms. Bermudez, who spoke about the upcoming changes to the CPA Exam in 2024, in addition to the topics presented at the January event.

Mr. Ibarra stated future events included events with San Jose State University on April 14, 2021, California State Polytechnic University, Pomona on April 21, 2021, and California State University, San Bernardino on May 4, 2021.

Mr. Ibarra stated the CBA website was updated to reflect new resources available to our military members and their spouses, as well as refugees, asylees, and special immigrant visa holders.

Mr. Ibarra stated the CBA was increasing recruitment efforts to fill the CBA's vacant Investigative CPA positions and promoting service on the three CBA advisory committees. He stated an email was sent to a targeted group of approximately 40,000 licensees informing them of the openings in both areas. He stated additional communications are being developed to increase awareness of the committee openings, including the creation of a flyer, and reaching out directly to licensees who participated in outreach events the CBA was involved with, at the suggestion of President Corrigan.

Ms. Molina Lopez inquired if there were any plans to update the CBA website to make it more visually appealing.

Ms. Pearce stated staff are in the process of developing a new template for the CBA website. She stated there would be some reorganization of some items to enhance user functions.

Ms. Molina Lopez requested staff recognize members of the CBA's advisory committees in either the *UPDATE* publication or the Executive Officer's monthly report.

Ms. Pearce stated in the past, staff have highlighted various committee members in the CBA's *UPDATE* publication. She stated the upcoming *UPDATE* will highlight former CBA member, Jose Campos, CPA. She stated staff have done several interviews that have been included in past issues of the *UPDATE* publication.

Ms. Pearce stated staff are presently working on a brochure for the CBA's committee recruitment activities. She stated one of the ideas that staff came up with was to include quotes from different committee members who have served on committees, as part of the brochure.

Mr. Fox recognized CBA staff and the partnership with CalCPA staff on the outreach efforts. He stated CalCPA is happy and willing to assist the CBA in future outreach efforts.

VIII. Report on the Enforcement Advisory Committee, Qualifications Committee, and Peer Review Oversight Committee.

A. Enforcement Advisory Committee.

1. Report of the February 4, 2021 Enforcement Advisory Committee Meeting.

Mr. Aguilera reported the EAC successfully conducted two off-cycle Investigative Hearings via WebEx and plan to conduct more hearings at the next EAC meeting.

B. Qualifications Committee.

There was no report on this agenda item.

C. Peer Review Oversight Committee.

1. Report of the February 12, 2021 Peer Review Oversight Committee Meeting.

Ms. Center reported the PROC discussed and provided feedback regarding the approval of the December 11, 2020 meeting minutes and

discussed PROC oversight activities for 2021. She stated the PROC also reviewed, provided edits, and approved the 2020 PROC Annual Report.

2. Presentation and Possible Adoption of the Peer Review Oversight Committee 2020 Annual Report.

Ms. Center stated the 2020 PROC Annual Report included information on various activities and accomplishments, information on the oversight functions performed by the PROC, and various statistical information.

Ms. Center stated at the February 12, 2021 PROC meeting, the PROC reviewed and approved the PROC 2020 Annual Report. She stated the following sections and sub-sections were added to the report:

- PROC Observed Oversight Activities Conclusion
- Peer Review Report and Publication Review Conclusion
- Statistical Monitoring and Reporting on California Peer Review Statistics

Ms. Center stated the PROC 2020 Annual Report had a slightly new format in order to make it compliant with the Americans with Disabilities Act. She stated most notably, the tables have been updated to remove merged cells, the graphs have been updated to include different line styles instead of relying solely on color, and headings are no longer fully capitalized.

Ms. Center stated based on the PROC's oversight, it concluded that the AICPA Peer Review Program functioned effectively in accordance with the standards adopted by the CBA.

**It was moved by Ms. Hinds and seconded by Mr. Silverman to adopt the PROC's 2020 Annual Report.**

**Yes: Ms. Corrigan, Ms. Hinds, Mr. Jacobson, Ms. León, Ms. Molina Lopez, Ms. Owens, Mr. Pe, Ms. Salazar, Mr. Savoy, Mr. Silverman, and Ms. Tu.**

**No: None.**

**Absent: Mr. Famalett, Ms. Geong, and Ms. Robinson.**

**Abstain: None.**

IX. Report of the Enforcement Chief.

A. Enforcement Activity Report.

Mr. Franzella provided an overview of this agenda item.

Ms. Molina Lopez inquired if the CBA has received any requests for relief on citations or fines.

Mr. Franzella stated a licensee has the option to appeal a citation or fine. He stated staff review appeals for citations and fines on a case-by-case basis. He stated information regarding appeal requests can be provided in a future report.

X. Report of the Licensing Chief.

A. Licensing Activity Report.

Ms. Center provided an overview of this agenda item.

Mr. Fox recognized Ms. Center and CBA staff on the work they have done to address the backlog due to COVID-19. He stated he is excited for the CBA's Business Modernization Project to streamline and create more efficient processes.

XI. Meeting Minutes.

A. Adoption of the Minutes of the January 14, 2021 California Board of Accountancy Meeting.

**It was moved by Mr. Silverman and seconded by Mr. Pe to adopt the minutes of the January 14, 2021 California Board of Accountancy meeting, which included non-substantive edits that were noted after the minutes were received.**

**Yes: Ms. Corrigan, Ms. Hinds, Ms. Molina Lopez, Ms. Owens, Mr. Pe, Ms. Salazar, Mr. Savoy, Mr. Silverman, and Ms. Tu.**

**No: None.**

**Absent: Mr. Famalett, Ms. Geong, and Ms. Robinson.**

**Abstain: Mr. Jacobson and Ms. León.**

B. Adoption of the Minutes of the November 21, 2019 Mobility Stakeholder Group Meeting.

**It was moved by Ms. Salazar and seconded by Mr. Silverman to adopt the minutes of the November 21, 2019 Mobility Stakeholder Group meeting minutes.**



**Yes: Ms. Corrigan, Ms. Hinds, Mr. Jacobson, Ms. León, Ms. Molina Lopez, Ms. Owens, Mr. Pe, Ms. Salazar, Mr. Savoy, Mr. Silverman, and Ms. Tu.**

**No: None.**

**Absent: Mr. Famalett, Ms. Geong, and Ms. Robinson.**

**Abstain: None.**

- C. Acceptance of the Minutes of the December 3, 2020 Enforcement Advisory Committee Meeting.
- D. Acceptance of the Minutes of the December 11, 2020 Peer Review Oversight Committee Meeting.

**It was moved by Ms. Owens and seconded by Mr. Silverman to accept items IX.C. and IX.D., which include non-substantive edits that were noted after the minutes were received.**

**Yes: Ms. Corrigan, Ms. Hinds, Mr. Jacobson, Ms. León, Ms. Molina Lopez, Ms. Owens, Mr. Pe, Ms. Salazar, Mr. Savoy, Mr. Silverman, and Ms. Tu.**

**No: None.**

**Absent: Mr. Famalett, Ms. Geong, and Ms. Robinson.**

**Abstain: None.**

XII. Other Business.

A. American Institute of Certified Public Accountants.

- 1. Report on Meetings of the American Institute of Certified Public Accountants Attended by a California Board of Accountancy Representative.
  - a. State Board Committee.

Ms. Salazar reported the next State Board Committee meeting will be in May 2021.

B. National Association of State Boards of Accountancy.

- 1. Report of the National Association of State Boards of Accountancy Pacific Regional Director.

Ms. Salazar reported a regional call was held on February 16, 2021. She stated the regional calls happen two times a year and enable neighboring states to discuss issues, updates, and concerns.

2. Report on Meetings of the National Association of State Boards of Accountancy Attended by a California Board of Accountancy Member or Staff.

a. Continuing Professional Education Committee.

There was no report on this agenda item.

b. Relations With Member Boards Committee.

Ms. Salazar reported this is the NASBA committee that help develop and lead some of the summertime programming.

Ms. Salazar announced NASBA will conduct new board member orientation virtually on June 8, 2021.

Ms. Salazar stated the NASBA Eastern and Western Regional Meeting will be held virtually as a single combined meeting on June 22-23, 2021. She stated there will be subsequent communications from NASBA when registration is open.

Ms. Salazar stated CPA Evolution continues to move forward. She stated there is a NASBA webcast that's available to CBA members regarding CPA Evolution. She stated CPA Evolution is creating changes with what is needed in terms of education so universities and academia are working to navigate what that means for them. She stated NASBA and AICPA have completed an accounting program curriculum gap Analysis Report.

Ms. Salazar reported AICPA is highlighting the new Ethics Exposure Draft on non-compliance with laws and regulation, which is also referred to as NOCLAR. She stated there are distinctions being made between members in industry and those in public practice.

Ms. Salazar stated she is in her last year as NASBA Regional Director for the Pacific Region. She stated the Pacific Region will be looking to elect a new Regional Director at the NASBA Annual Meeting. She stated that members have an opportunity to participate in the discussion to elect the new Regional Director at the NASBA Annual Meeting which will be held October 31 through November 3, 2021.

Ms. Molina Lopez thanked Ms. Salazar for her representation at NASBA meetings. She also encouraged new members to participate in the NASBA new member orientation. She stated when she attended the new member orientation it was very informative and the discussions were robust.

c. Strategic Planning Task Force.

There was no report on this agenda item.

3. Discussion and Approval of Staff Responses to the National Association of State Boards of Accountancy's Focus Questions.

Ms. Reed reported the purpose of this item was to provide the CBA with staff proposed responses to the NASBA Focus Questions.

**It was moved by Mr. Silverman and seconded by Ms. Owens to approve staff responses to the NASBA Focus Questions.**

**Yes: Ms. Corrigan, Ms. Hinds, Mr. Jacobson, Ms. León, Ms. Molina Lopez, Ms. Owens, Mr. Pe, Ms. Salazar, Mr. Silverman, and Ms. Tu.**

**No: None.**

**Absent: Mr. Famalett, Ms. Geong, Ms. Robinson, and Mr. Savoy.**

**Abstain: None.**

XIII. Closing Business.

A. Agenda Items for Future California Board of Accountancy Meetings.

Mr. Jacobson requested a discussion regarding what is substantially related to the practice of public accounting be placed on a future agenda.

Ms. Molina Lopez requested a discussion of allowing personal growth courses as allowable continuing education be placed on a future agenda.

Ms. León requested a discussion related to equality and inclusion in licensing be placed on a future agenda.

Ms. Hinds requested the discussion regarding equality and inclusion also include a discussion regarding the effect of COVID-19 on female licensees and how better to recruit women into the CPA profession.

XIV. Closed Session: Pursuant to Government Code Section 11126(e), the California Board of Accountancy Will Convene Into Closed Session to Receive Advice From Legal Counsel on Litigation.

A. *Sam Walker and Sam Walker CPA, Inc. v. Department of Consumer Affairs, California Board of Accountancy, and the Office of Administrative Hearings*, Los Angeles County Superior Court, Case No. BS171533.

B. *Lanfeng Zhao and ELZ Accountancy Corporation v. California Board of Accountancy*, Los Angeles Superior Court, Case No. 18STCP02951.

C. *Michael D. Robinson v. California Board of Accountancy*, San Francisco County Superior Court, Case No. CPF-19-516602.

XV. Closed Session: Pursuant to Government Code Section 11126(c) (3), the California Board of Accountancy Will Convene Into Closed Session to Deliberate on Enforcement Matters.

President Corrigan adjourned the meeting at 12:21 p.m. on Friday, March 26, 2021.

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Nancy J. Corrigan, CPA, President

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Mark J. Silverman, Esq., Secretary/Treasurer

Rebecca Reed, Board Relations Analyst, and Patti Bowers, Executive Officer, prepared the CBA meeting minutes. If you have any questions, please call (916) 561-1718.